

# Finance

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## Business Integrity and Accountability Line of Business

The purpose of the Business Integrity and Accountability Line of Business is to provide performance audit, financial control and compliance, monitoring and special project reports products to policymakers and Metro departments and agencies so they can make timely, informed decisions to improve operations, controls and processes and be assured that Metro programs are compliant with applicable regulations.

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### Compliance Monitoring and Accountability Program

The purpose of the Compliance Monitoring and Accountability Program is to provide financial and programmatic monitoring reports, special reviews reports, consultations, and training products to Metro departments, agencies and policymakers so they can be assured of the integrity of Metro Government's programs and compliance with applicable federal, state and local regulations.

Budget	Performance Summary	2015 Budget	2015 Actuals	2016 Budget	2017 Budget	FY16-FY17 Difference	FY16-FY17 % Change
<b>Budget:</b>	GSD General Fund	482,100	484,348	412,300	434,900	22,600	5.5%
	Total	\$482,100	\$484,348	\$412,300	\$434,900	\$22,600	5.5%
<b>FTEs:</b>	GSD General Fund	5.00	5.00	5.00	5.00	0.00	0.0%
	Total	5.00	5.00	5.00	5.00	0.00	0.0%

### Performance

Percentage of Metro programs in compliance with applicable federal, state and local regulations	62.5%	89%	75%	na
Percentage of flood projects completed and closed out	100%	97.8%	100%	na

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## Business Support and Solutions Line of Business

The purpose of the Business Support and Solutions Line of Business is to provide financial, business development, capital asset management and technology products to Metro departments and agencies so they can improve their business processes and functions and assist the Nashville business community in conducting business with Metro.

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**Accounts Payable Program**

The purpose of the Accounts Payable Program is to provide vendor payment products to Metro departments and agencies so they can have the goods and services they need to achieve their results.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	780,800	728,716	802,200	795,300	-6,900	-0.9%
	Total	\$780,800	\$728,716	\$802,200	\$795,300	-\$6,900	-0.9%
<b>FTEs:</b>	GSD General Fund	13.00	13.00	13.00	13.00	0.00	0.0%
	Total	13.00	13.00	13.00	13.00	0.00	0.0%

**Performance**

Percentage change in rate of payments voided	-1%	0.63%	-5%	na
Percentage of payments made electronically	65%	60.4%	65%	na
Percentage of scanned invoice images routed accurately	99.9%	99.7%	99.9%	na

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**Business Assistance Office Program**

The purpose of the Business Assistance Office Program is to provide contract monitoring and business development/outreach products so that Metro can purchase products, services, and construction to ensure economic inclusion of small, minority-owned and woman-owned businesses and service-disabled veteran-owned.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	537,800	522,503	602,900	679,200	76,300	12.7%
	Total	\$537,800	\$522,503	\$602,900	\$679,200	\$76,300	12.7%
<b>FTEs:</b>	GSD General Fund	6.00	6.00	6.00	6.00	0.00	0.0%
	Total	6.00	6.00	6.00	6.00	0.00	0.0%

**Performance**

Percentage of total purchasing dollars spent with small, minority-owned, and woman-owned and service-disabled veteran-owned prime contractors and subcontractors	26%	52.87%	20%	na
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**Cash Operations Program**

The purpose of the Cash Operations Program is to provide receipt, disbursement and information products to the Metro Government so it can maximize earnings and satisfy financial commitments.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	Internal Service Fund	359,400	422,152	314,700	415,100	100,400	31.9%
	Total	\$359,400	\$422,152	\$314,700	\$415,100	\$100,400	31.9%
<b>FTEs:</b>	Internal Service Fund	4.00	4.00	4.00	4.00	0.00	0.0%
	Total	4.00	4.00	4.00	4.00	0.00	0.0%

**Performance**

Percentage of time Metro`s core operational bank account balances meet Policy Guidelines	100%	99%	100%	na
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**Financial Accounting and Reporting Program**

The purpose of the Financial Accounting and Reporting Program is to provide financial policy, support, general accounting, audited financial statements, and other financial reporting products to policymakers and Metro departments and agencies and investors so they can make timely, well-informed decisions and have confidence in the integrity of the financial condition of the Metropolitan Government.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	1,296,000	1,194,211	1,334,200	1,409,600	75,400	5.7%
	Total	\$1,296,000	\$1,194,211	\$1,334,200	\$1,409,600	\$75,400	5.7%
<b>FTEs:</b>	GSD General Fund	17.00	17.00	17.00	17.00	0.00	0.0%
	Total	17.00	17.00	17.00	17.00	0.00	0.0%

**Performance**

Percentage of accounting entries posted on time	90%	90%	93%	na
Percentage of time receiving Award of Certificate of Achievement for excellence in Financial Reporting	100%	100%	100%	na

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**Payroll Operations Program**

The purpose of the Payroll Operations Program is to provide payroll disbursement products to employees and pensioners so they can be assured of accurate and timely compensation.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	587,800	522,318	602,300	631,600	29,300	4.9%
	Total	\$587,800	\$522,318	\$602,300	\$631,600	\$29,300	4.9%
<b>FTEs:</b>	GSD General Fund	8.00	8.00	8.00	8.00	0.00	0.0%
	Total	8.00	8.00	8.00	8.00	0.00	0.0%

**Performance**

Percentage of statutory reports completed accurately and on time	100%	100%	100%	na
Percentage of payrolls delivered accurately and on time	99.8%	99.7%	99.8%	na

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**Purchasing Program**

The purpose of the Purchasing Program is to provide centralized contracting products so that Metro can purchase products, services, and construction in a cost-effective manner.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	1,305,800	1,144,160	1,213,200	1,268,200	55,000	4.5%
	Total	\$1,305,800	\$1,144,160	\$1,213,200	\$1,268,200	\$55,000	4.5%
<b>FTEs:</b>	GSD General Fund	17.00	17.00	15.00	15.00	0.00	0.0%
	Total	17.00	17.00	15.00	15.00	0.00	0.0%

**Performance**

Total savings achieved as a percent of the operations budget	950%	2947%	1600%	na
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**Real Estate Management Program**

The purpose of the Real Estate Management Program is to provide real estate acquisition and disposal products to Metro departments and agencies so they can acquire/dispose of real estate that meets their pre-determined real estate requirements.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	265,100	278,113	362,200	432,800	70,600	19.5%
	Total	\$265,100	\$278,113	\$362,200	\$432,800	\$70,600	19.5%
<b>FTEs:</b>	GSD General Fund	4.00	4.00	4.00	4.00	0.00	0.0%
	Total	4.00	4.00	4.00	4.00	0.00	0.0%

**Performance**

Percentage of completed real estate transactions that meet predetermined real estate requirements	100%	100%	100%	na
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**Tourism Tax Program**

The purpose of the Tourism Tax Program is to collect taxes and fees related to Davidson County's tourism industry so funding obligations supported by these taxes and fees can be met.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	115,100	119,814	163,300	236,600	73,300	44.9%
	Total	\$115,100	\$119,814	\$163,300	\$236,600	\$73,300	44.9%
<b>FTEs:</b>	GSD General Fund	2.00	2.00	2.00	3.00	1.00	50.0%
	Total	2.00	2.00	2.00	3.00	1.00	50.0%

**Performance**

Percentage of hotels that file timely tax returns	83.34%	92.00%	89.93%	na
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**Executive Leadership Line of Business**

The purpose of the Executive Leadership Line of Business is to provide business policy and decision products to this Metro department so it can deliver results for customers.

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**Executive Leadership Program**

The purpose of the Executive Leadership Program is to provide business policy and decision products to this department so it can deliver results for customers.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	498,700	501,587	939,600	1,039,700	100,100	10.7%
	Total	\$498,700	\$501,587	\$939,600	\$1,039,700	\$100,100	10.7%
<b>FTEs:</b>	GSD General Fund	6.00	6.00	6.00	6.00	0.00	0.0%
	Total	6.00	6.00	6.00	6.00	0.00	0.0%

**Performance**

Percentage of departmental results achieved	80%	81.8%	80%	na
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**Non-allocated Financial Transactions**

Central adjustments related to internal service fees, pay adjustments, fringe benefits, non-programmatic changes and departmental "to be determined" budget reductions are reported here. These adjustments will be allocated to individual programs by the department in the upcoming fiscal year.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	0	0	3,900	3,900	0	0.0%
<b>Budget:</b>	Internal Service Fund	0	1,404	0	0	0	0.0%
	Total	\$0	\$1,404	\$3,900	\$3,900	\$0	0.0%

**Performance**

No applicable performance measure

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**Strategic Resource Allocation and Management Line of Business**

The purpose of the Strategic Resource Allocation and Management Line of Business is to provide knowledge, planning, advisory and consultation products to Metro departments and agencies, policymakers and the Nashville community and investors so they can make better informed decisions and have confidence that Metro is using public resources in the most effective and efficient way possible.

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**Budget Planning and Management Program**

The purpose of the Budget Planning and Management Program is to provide budgetary assistance and information to the Mayor, Council, and Metro departments and agencies so they can make timely, well-informed budgetary decisions and to assist departments in effectively developing and managing their budgets and performance results.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	GSD General Fund	1,456,400	1,275,877	1,445,300	1,542,600	97,300	6.7%
	Total	\$1,456,400	\$1,275,877	\$1,445,300	\$1,542,600	\$97,300	6.7%
<b>FTEs:</b>	GSD General Fund	16.00	16.00	16.00	16.00	0.00	0.0%
	Total	16.00	16.00	16.00	16.00	0.00	0.0%

**Performance**

Percentage of customers (Mayor, Council Members and Department and Agency Heads) who report they have the information they need to make timely, well-informed budgetary decisions

85% nr 85% na

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**Cost Planning and Management Program**

The purpose of the Cost Planning and Management Program is to provide planning, implementation and support products to Metro departments and agencies so they can manage key product costs within predetermined performance targets and use the cost information to make resource and operational improvement decisions.

<b>Budget Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b> GSD General Fund	125,200	126,698	134,400	140,300	5,900	4.4%
Total	\$125,200	\$126,698	\$134,400	\$140,300	\$5,900	4.4%
<b>FTEs:</b> GSD General Fund	1.00	1.00	1.00	1.00	0.00	0.0%
Total	1.00	1.00	1.00	1.00	0.00	0.0%

**Performance**

Percentage of Metro agencies that are in compliance with OMB Policy 1 Indirect Cost Recovery and Planning	100%	100%	100%	na
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**Grants Assessment and Resource Program**

The purpose of the Grants Assessment and Resource Program is to provide grants, gifts and donations information, grants planning, assessment and technical products to Metro departments, agencies and decision-makers so they can be sure that grants, gifts and donations received by Metro Government are managed efficiently and effectively

<b>Budget Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b> GSD General Fund	232,000	164,985	169,400	172,600	3,200	1.9%
Total	\$232,000	\$164,985	\$169,400	\$172,600	\$3,200	1.9%
<b>FTEs:</b> GSD General Fund	3.00	3.00	4.00	4.00	0.00	0.0%
Total	3.00	3.00	4.00	4.00	0.00	0.0%

**Performance**

Percentage of Community Enhancement Fund (CEF) and Direct Appropriation Contracts Executed by December 31 of each calendar year	100%	100%	100%	na
Percentage of grant dollars returned to grantors due to disallowed costs	0%	0%	0%	na
Percentage of grant applications and awards processed within two business days	100%	93%	100%	na

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**Investment Committee Support Program**

The purpose of the Investment Committee Support Program is to provide administrative and operational support products to the Investment Committee so they can make informed decisions regarding the money manager's performance against benchmarks.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	Internal Service Fund	203,600	157,153	280,000	282,700	2,700	1.0%
	Total	\$203,600	\$157,153	\$280,000	\$282,700	\$2,700	1.0%
<b>FTEs:</b>	Internal Service Fund	1.00	1.00	1.00	1.00	0.00	0.0%
	Total	1.00	1.00	1.00	1.00	0.00	0.0%

**Performance**

Percentage of time the money managers meet composite benchmarks (5 year rate of return)	80%	100%	100%	na
Percentage of Metro's investment committee members who report satisfaction with the information provided to them by staff	100%	100%	100%	na
Percentage of time the cash investments meet composite benchmark (1 year rate of return)	100%	100%	100%	na

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**Investor Relations Program**

The purpose of the Investor Relations Program is to provide debt management products to investors and the Metro Government so Metro can issue debt at the lowest cost.

<b>Budget</b>	<b>Performance Summary</b>	<b>2015 Budget</b>	<b>2015 Actuals</b>	<b>2016 Budget</b>	<b>2017 Budget</b>	<b>FY16-FY17 Difference</b>	<b>FY16-FY17 % Change</b>
<b>Budget:</b>	Internal Service Fund	255,700	128,356	255,600	252,800	-2,800	-1.1%
	Total	\$255,700	\$128,356	\$255,600	\$252,800	-\$2,800	-1.1%
<b>FTEs:</b>	Internal Service Fund	2.00	2.00	2.00	2.00	0.00	0.0%
	Total	2.00	2.00	2.00	2.00	0.00	0.0%

**Performance**

Percentage of time Metro completes debt activities (compliance reports, continuous disclosure statements, debt payments) accurately and timely	100%	100%	100%	na
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